





The City Beautiful

City of Coral Gables Job Description

Job Title: Equipment Operator I
Department: Public Works
Classification: 3201
Pay grade: 13C
FLSA: Non-Exempt

Prepared Date: 10/2010
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Summary

Performs semi skilled work in the operation of trucks and other light automotive equipment including but not limited to: tampers, small end loader, dump truck, flat bed truck, small tractors and small rollers. Work is assigned, reviewed by inspection, and performed under the direction of a supervisor.

Essential Duties and Responsibilities

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification.

Operates pick-up, flatbed and dump trucks transporting personnel, tools, equipment and materials to work sites.

Operates farm type tractor and greens mowers in connection with construction and maintenance of paved surfaces.

Operates various types of small equipment.

Performs installations, maintenance and repair work such as assisting workers of higher classifications.

Performs minor concrete and asphalt repairs.

Cleans equipment and makes minor repairs.

Completes written activity summaries.

Assists with the preparation for special events.

Conforms with and abides by all regulations, policies, work procedures and instructions.

Conforms to all safety rules which include wearing and using all appropriate safety equipment.

Performs other related tasks as required.

Knowledge, Skills, and Abilities

Knowledge of departmental policies and procedures. Knowledge of the methods and techniques of vehicle and equipment operations. Knowledge of storm water and drainage systems. Knowledge of sanitary systems. Knowledge of laws and ordinances regulating the operation of vehicles. Ability to provide service, make minor repairs and adjustments to trucks, construction and maintenance equipment. Ability to follow oral and written instructions. Ability to write activity summaries. Ability to establish and maintain effective working relationships with co-workers and the general public.

Physical Requirements

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through personal contact as normally defined by the ability to see, read, talk, sit, stand, hear, perform hands to fingers dexterity, handle, feel or operate objects, read and write English. Physical capability to effectively use and operate various equipment; such as but not limited to tampers, small end loader, dump truck, flat bed truck, small tractors, small rollers, and tenant sweeper.

Work is predominately outdoors and involves working with light equipment. Exposure to extreme temperatures, noise, and dust are common. Must be able to lift, carry and or push articles weighing up to 50 pounds, and occasionally up to 100 pounds. Must be able to wear hard hat/helmet, safety glasses, safety shoes and gloves. Must have the physical ability to reach above and below shoulders, walk and bend

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Minimum Education and Experience

A high school diploma or equivalent.

Six (6) months experience operating one or more pieces of equipment such as: tampers, small front end loader, dump truck, small tractors and small rollers or an equivalent combination of education and experience.

Valid Florida Class B commercial driver's license.